

RE: [Individual Name]

Dear School,

We have received your request for a copy of the Criminal History Record Information (CHRI) response for the aforementioned individual. After review¹, your request is denied for one or more of the following reason:

- ☐ The individual has had a separation of service from [School Name].
- ☐ [School Name] could not confirm the individual has remained working regularly and continuously employed by a Michigan school.
- ☐ [School Name] does not have a copy in its possession.

Sincerely,

[School Representative]

¹ Michigan Compiled Law 380.1230a(11)

“(11) Subject to subsection (12), if the criminal records check required under this section has been completed for a particular individual and the results reported to a school district, intermediate school district, public school academy, or nonpublic school as provided under this section, then another criminal records check is not required under this section for that individual **as long as** the individual remains employed with no separation from service by any school district, intermediate school district, public school academy, or nonpublic school in this state or remains regularly and continuously working under contract with no separation from service for the same employer in any school district, intermediate school district, public school academy, or nonpublic school in this state.”

[http://www.legislature.mi.gov/\(S\(fwfv5l55bv4rgg55kaagcde3\)\)/mileg.aspx?page=getObject&objectName=mcl-380-1230a](http://www.legislature.mi.gov/(S(fwfv5l55bv4rgg55kaagcde3))/mileg.aspx?page=getObject&objectName=mcl-380-1230a)